

**Lake Forest
Board of Directors Meeting
November 16, 2020**

Bob Seibert, Patti Tofe, Pete Shaub and Dennis Murphy were in attendance (Dave Ehrenberger joined the meeting after 6:00 pm). A quorum was present.

Owners in attendance were Skip Hale of unit C 101, Lesley Radocy of unit A 102 and Keith Willy of unit F 203.

The meeting was held via Zoom.

Representing Summit Resort Group was Kevin Lovett.

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I. Call to Order

The meeting was called to order at 5:31 pm.

II. Meeting Was Properly Noticed

Vice President Bob Seibert noted that the meeting was properly noticed.

III. Meeting Minute Review/ approval, 10-19-20

The minutes from the October 19, 2020 Board meeting were presented. Upon review, Pete moved to approve the minutes as presented and Patti seconded; with all in favor the motion passed.

V. Adoption of Proposed Agenda

The agenda was adopted.

VI. Ratify Actions Via Email

There were no actions via email completed since the last meeting.

VII. Old Business

The following Old Business items were discussed:

A. Presidents Report;

Bob Seibert reported that the following items are underway and pending; letter to Owners, trash building signage and Pella window warranty. The main focus for tonight's meeting is the 2021 budget.

B. Committee reports.

Maintenance Committee; Dennis presented the Maintenance Committee report.

Pella windows:

Dennis reported good news on the Pella window warranty and replacement.

Replacement sashes for all 64 guest room windows are expected to be delivered to Lowes on Tuesday November 17th. Ed from Excellent Construction will be inspecting the windows to ensure proper glass, size, and finish. Pella is sending a

team of installers the week of November 30, 2020 to replace all of the unit guest room operating windows (the left and right windows of the 3-section window). The HOA will be responsible for coordinating access and security of units. Excellent Construction will be assisting with the replacement and taking “before and after” photos of each unit. The next step will be the replacement of the “middle” fixed window of each unit guest room window. This work is expected to take place in the Spring and will be done from the outside of the unit via lift. It is not yet known if any of the optional windows are in need of replacement (none of the optional windows have had issue to date), but this will be investigated.

Garage roof repair:

Dennis stated that the repair work on the 12-unit garage located at the northwest end of the property has been completed to satisfaction. The work completed will be the model for the other garage roof repairs when needed.

Timber wall repairs:

It was noted that the repair of the timber retaining wall as well as repair to the wall to the west of the trash enclosure and repair to the timber at the stairs between buildings A and B have all been completed.

Attics A -D:

The attics in buildings A through D have been inspected by Chase Wildlife. Five of the individual attics did have signs of prior bat infestation, but nothing current. Clean up and sanitization has been completed.

Stone Wainscotting:

Dave Ehrenberger noted that the stone wainscotting repair efforts remain underway.

Fire Sprinkler:

Dave note that the recommendations from the recent fire sprinkler inspection are largely completed.

Snow Removal:

It was noted that good progress has been made with Emore with regard to snow removal efforts.

Finance Committee: Patti presented the Finance Committee Report:

Year to date September 30, 2020 financials were presented.

The Finance Committee presented the draft 2021 Budget. There is no change to overall monthly dues. There is a reallocation of funds that are designated for operating and reserve expenses. Upon discussion, Pete moved to approve the 2021 budget for presentation to Owners; Dennis seconds and the motion passed. The 2021 Budget Ratification meeting will be held Monday December 14, 2020 at 5:15 pm; SRG will prepare notice to be emailed to all Owners to include the 2021 budget and notice of the ratification meeting.

Findings from the investigation of the large water bill were presented. It was noted that there was no leak and that the high-water usage was associated with irrigation water usage this past summer.

Communication Committee: Bob Seibert is planning to send a Presidents letter to the Owners.

Grounds Committee: It was noted that there is a dying tree on the east side of the hot tub building. Additionally, there are 1 or 2 trees that are very near the hot tub building and are possibly within the “15 foot” recommended fire safety clearance area around structures. The Maintenance Committee will investigate for removal and proceed as needed.

Rules Committee: It was noted that Rules discussions will be tabled until after the 1st of the year.

C. Insurance; The “Resolution of Insurance and Maintenance Responsibility” was discussed. Board members will review the resolution and offer up comments with goal of obtaining Board approved version at the December 14, 2020 Board meeting. Once the Board has approved, the resolution will be distributed to Owners for review and comment and then the Board will consider for adoption at a Board meeting.

D. Website; The Board discussed cleanup of the website. Kevin and Patti will review and offer cleanup suggestions.

VIII. Owners Forum

During the Owners Forum, all Owners were given the opportunity to speak and Owner comments were received throughout the meeting.

Owners stated that they were listening in and appreciate the work of the Board.

An Owner stated that she had ideas for “new Owner communication” and she will email the ideas to the Board.

Skip Hale expressed his interest in volunteering for the Board at the 2021 Annual Owner Meeting.

IX. New Business

The following new Business items were discussed:

A. Emotional Support Animal; The Board discussed a recent request from an Owner asking permission to allow his renter to have an emotional support animal. The Owner has been asked to provide paperwork. Once received, the paperwork will be reviewed and if deemed legitimate, the ESA will be approved.

B. Site diagram, denoting parking spaces and trash; The Board discussed having a “site diagram” prepared. The diagram would denote permitted parking areas as well as denote the trash disposal area. Investigations into options to have this prepared will take place.

X. Next Meeting Date

The next Board of Directors meeting will be held Monday December 14, 2020 at 5:30 pm. The Budget ratification meeting will be held prior to the Board meeting, Monday December 14, 2020 at 5:15 pm

XI. Adjournment

At 6:32 pm the meeting was adjourned.

Approved: 12-14-20